Federal Aviation Administration
Central Region

CHECKLIST FOR
MASTER PLAN and AIRPORT LAYOUT PLAN (ALP)
(REVISED *July 2008**)

Location: _____

Airport: _____

Prepared By: _____ **Prepared Date:** _____

Reviewed By: _____ **Reviewed Date:** _____

APPLICABLE ADVISORY CIRCULARS:

Airport Master Plan, AC 150/5070-6
Airport Design, AC 150/5300-13, Changes 1 through *13*

CRITICAL DESIGN AIRCRAFT OR FAMILY OF AIRCRAFT:
Existing: Make: _____ **Model:** _____ **Annual Itinerant Operations:** _____
Ultimate: Make: _____ **Model:** _____ **Annual Itinerant Operations:** _____ **Forecast Year:** _____

Airport Reference Code (ARC): _____ - _____

Desired Approach Minimums:
   Rw end _____ **Minimum** _____ **/ Rw end** _____ **Minimum** _____
   Rw end _____ **Minimum** _____ **/ Rw end** _____ **Minimum** _____
   Rw end _____ **Minimum** _____ **/ Rw end** _____ **Minimum** _____
   Rw end _____ **Minimum** _____ **/ Rw end** _____ **Minimum** _____

	Included		Remarks
	Yes	**No**	

AIRPORT LAYOUT PLAN COMPONENTS:

		Yes	No
I.	Report (Narrative or Master Plan)	☐	☐
II.	Airport Layout Drawing	☐	☐
III.	Airport Airspace Drawing	☐	☐
IV.	Inner Portion of the Approach Surface Drawing	☐	☐
V.	Terminal Area Drawing	☐	☐
VI.	Land Use Drawing	☐	☐
VII.	Airport Property Map	☐	☐
VIII.	Airport Departure Surfaces	☐	☐

*Changes are shown with underlined italics.

I. REPORT DATE _____

Report type:
    Master Plan   ☐
    ALP Narrative Report   ☐

	Included		**Remarks**
	Yes	**No**	

FORECAST AVIATION DEMAND

	Yes	No
Current, 5 yrs, 10 yrs, 20 yrs	☐	☐
Local Operations	☐	☐
Annual Itinerant Operations		
All Aircraft	☐	☐
Current Design Aircraft or Family of Aircraft	☐	☐
Ultimate Design Aircraft or Family of Aircraft	☐	☐
Total Annual Operations	☐	☐
Based Aircraft	☐	☐
Annual Instrument Approaches (AIA)	☐	☐
Enplaned Passengers		
(Commercial Service Locations Only)	☐	☐
Design Aircraft (Current)	☐	☐
Design Aircraft (Ultimate)	☐	☐

STAGE DEVELOPMENT

	Yes	No
Drawings, Schedules, Project Costs	☐	☐

COORDINATION

	Yes	No
Highways, Planning Agencies, etc.	☐	☐

ADDITIONAL COMMENTS: _____

II. AIRPORT LAYOUT DRAWING
DATE _____

"An airport layout plan (ALP) is a graphic presentation to scale of existing and ultimate airport facilities, their location on the airport and the pertinent clearance and dimensional information required to show relationships with applicable standards."

	Included		Remarks
	Yes	**No**	
SHEET SIZE			
22" X 34" (ANSI D) minimum	☐	☐	
SCALE			
1" = 200' to 1" = 600'	☐	☐	
NORTH POINT & DATUM REFERENCES			
True & Magnetic Declination & Epoch Year	☐	☐	
NAD 83 (horizontal coordinates)	☐	☐	
NAVD 88 (MSL elevations)	☐	☐	
WIND ROSE			
Source & Time Period (latest 10-year period, using 36-point)	☐	☐	
Individual & Combined Coverage			
10.5 Knots	☐	☐	
13 Knots	☐	☐	
16 Knots	☐	☐	
20 Knots	☐	☐	
AIRPORT REFERENCE POINT (ARP)			
Existing and Ultimate with *Elevation to the nearest 0.1 of a foot and* Latitudes and Longitudes to nearest second	☐	☐	
TOPOGRAPHIC INFORMATION			
Contours 2' to 10'	☐	☐	
ELEVATIONS			
Runway Ends (nearest 0.1 ft, exist & ult)	☐	☐	
Displaced thresholds (if any)	☐	☐	
Runway Intersections	☐	☐	
Runway High and Low Points	☐	☐	
Roadways & Railroads at points where they intersect Approach Surfaces and *runway centerline extended*	☐	☐	
Structures on Airport (if no Terminal *Area* Drawing)	☐	☐	

II. ALP (CONT'D)

	Included		**Remarks**
	Yes	**No**	

LINES

	Yes	No
ILS/MLS Critical Areas (GS & LOC)	☐	☐
Building Restriction Lines (BRL)	☐	☐
Building Height for BRL	☐	☐
Property Lines (exist & ult)	☐	☐
Section Corners	☐	☐
Survey Monuments (PACS/SACS)	☐	☐
Runway Visibility Zones	☐	☐

RUNWAY DETAILS

	Yes	No
Length and Width (exist & ult)	☐	☐
End Numbers	☐	☐
True Bearing (nearest .01 degree)	☐	☐
Markings	☐	☐
End Coordinates (nearest .01 sec)	☐	☐
Lighting Symbols(threshold only, exist & ult)	☐	☐
Clearways & Stopways/Overruns	☐	☐
Safety Areas (include dimensions)	☐	☐

TAXIWAY DETAILS

	Yes	No
Width	☐	☐
Clearance to Runway	☐	☐
Clearance to Aircraft Parking	☐	☐
Clearance to Objects	☐	☐
Hold Position signage/markings	☐	☐

APRON

	Yes	No
Location	☐	☐
Aircraft Parking	☐	☐

RUNWAY PROTECTION ZONES

	Yes	No
Dimensions (exist & ult)	☐	☐
Type of Ownership (Fee or Ease)	☐	☐

APPROACHES

	Yes	No
Approach Surface Slope & Type (exist & ult)	☐	☐

	Yes	No
TITLE AND REVISION BLOCK	☐	☐
FAA Disclaimer	☐	☐
APPROVAL BLOCK (SPONSOR ONLY)	☐	☐

AIRPORT DATA TABLE

	Yes	No
Airport Elevation (nearest 0.1 ft)	☐	☐
ARP Coordinates (nearest second)	☐	☐
Airport Electronic Aids (NDB/VOR/Beacon)	☐	☐
Mean Max Temp. (Hottest Month)	☐	☐
Airport Reference Code (ARC)	☐	☐
Critical Design Aircraft (existing & ult)	☐	☐

	Included		**Remarks**
	Yes	**No**	
BUILDING TABLE (See ALP Guidance)	☐	☐	
LEGEND TABLE	☐	☐	

RUNWAY DATA TABLE (existing & ultimate)

	Yes	**No**
Approach Category and Design Group	☐	☐
Runway (length/width)	☐	☐
Percent effective gradient (max)	☐	☐
Percent wind coverage	☐	☐
Runway Lighting (LIRL, MIRL, HIRL)	☐	☐
Runway Marking (B, NP, or P)	☐	☐
Pavement Material	☐	☐
Pavement Design Strength (exist & ult critical aircraft) (#lbs – S, D, DT, DDT)	☐	☐
Runway Safety Area (length/width)	☐	☐
Object Free Area (length/width)	☐	☐
Obstacle Free Zone (length/width)	☐	☐
Taxiway Width	☐	☐
Taxiway Lighting	☐	☐

For each runway end (exist & ult)

	Yes	**No**
Approach Surface Slope	☐	☐
Electronic Aids (Localizer, Glide Slope, etc)	☐	☐
Visual Aids (REIL, VGSI, etc)	☐	☐
Approach Visibility Minimums (V, 1 mile, 3/4 mile, 1/2 mile, CAT II, or CAT III)		
Part 77 Approach Use Type	☐	☐
Aeronautical Survey Type Required for Approach	☐	☐
Touchdown Zone Elevation (TDZE) (highest runway elevation within first 3,000 ft)	☐	☐
Takeoff Run Available (TORA)	☐	☐
Takeoff Distance Available (TODA)	☐	☐
Accelerate Stop Distance Available	☐	☐
Landing Distance Available (LDA)	☐	☐

MODIFICATION TO AIRPORT DESIGN STANDARDS TABLE

	Yes	**No**
Approval Date, Airspace Case No., Standard Modified, Description	☐	☐
If No Standard Modified, State "None Required"	☐	☐

OBSTACLE FREE ZONE (OFZ) OBJECT PENETRATIONS TABLE

	Yes	**No**
If none, State "No OFZ Penetrations"	☐	☐

THRESHOLD SITING SURFACE (TSS) OBJECT PENETRATIONS TABLE

	Yes	**No**
If None, State "No TSS penetrations"	☐	☐

ADDITIONAL COMMENTS:_____

III. AIRPORT AIRSPACE DRAWING

	Included		Remarks
	Yes	**No**	

PLAN VIEW

	Yes	No
USGS 7 1/2 Minute Quad.	☐	☐
Runway Numbers (ultimate)	☐	☐
Part 77 Imaginary Surfaces	☐	☐
Elevation Contours (even 50' intervals on sloping surfaces)	☐	☐
Scale (1" = 2000'- 3000')	☐	☐
Objects beyond RPZ	☐	☐

APPROACH PROFILES (Existing and Ultimate)
Scale (1" = 1000' H, 1" = 100' V for Visual & Non-Precision Runways)
Scale (1" = 2000' H, 1'= 200' V for ILS Runways)
for a composite ground profile along

	Yes	No
extended Runway Centerline	☐	☐
Significant Objects	☐	☐
Top Elevation of Significant Objects.	☐	☐
Part 77 Approach Slope Profile	☐	☐

OBSTRUCTION TABLE (BEYOND INNER APPROACH SURFACE)

	Yes	No
Object Identification Number	☐	☐
Object Elevation	☐	☐
Description of Object	☐	☐
Amount of Penetration	☐	☐
Disposition of Object	☐	☐

ADDITIONAL COMMENTS:_____

IV. INNER PORTION OF THE APPROACH SURFACE DRAWING

	Included		Remarks
	Yes	**No**	

PLAN VIEW (Existing & Ultimate)
  (out to 100' above runway elevation for the approach slope)

	Yes	No
Scale (1" = 200')	☐	☐
Property Line	☐	☐
Significant Objects Identified by Number	☐	☐
Approach Surface	☐	☐
Clearance over Roads, Railroads at Centerline & Edge of Approach Surface (Include Road/Railroad Elev.)	☐	☐
Runway End Number and Elevation	☐	☐
Ground Contours (light lines)	☐	☐
Runway Safety Area	☐	☐
Object Free Area	☐	☐
Runway Protection Zone (RPZ)	☐	☐
Precision Object Free Zone (POFZ)	☐	☐

IV. INNER PORTION OF THE APPROACH SURFACE DRAWING (CONT'D)

	Included		**Remarks**
	Yes	**No**	

PROFILE VIEW

	Yes	No
Scale (1" = 200'H, 1" = 20'V)	☐	☐
Terrain Along Extended Centerline of Runway	☐	☐
(out to 100' above runway elevation for approach slope)		
Significant Objects	☐	☐
Cross-Section of Roads & Railroads	☐	☐
Objects Identified by Number		
(same as used on plan view)	☐	☐

RUNWAY CENTERLINE PROFILE

	Yes	No
Scale		
(vertical sufficient to show line of sight req.)	☐	☐
Elevations		
(stations and elevation at runway ends and		
at all points of grade change)	☐	☐

OBSTRUCTION TABLE

	Yes	No
Separate Table for each Approach Surface	☐	☐
Object Identification Number	☐	☐
Object Elevation	☐	☐
Description of Object	☐	☐
Amount of Penetrations	☐	☐
Disposition of Obstruction	☐	☐

ADDITIONAL COMMENTS: _____

V. TERMINAL AREA DRAWING

	Included		**Remarks**
	Yes	**No**	

	Yes	No
Scale (1" = 50' to 1" = 100')	☐	☐
Property Line	☐	☐
Building Restriction Line	☐	☐
Apron	☐	☐
Aircraft Parking	☐	☐
T-Hangars	☐	☐
Top Elevation of Structures	☐	☐
Legend	☐	☐
Building Identification Table	☐	☐
Auto Parking Areas	☐	☐
Entrance Road	☐	☐
Clearance Dimensions between Runway,		
Taxiway, and Taxilane centerlines and		
hangars, buildings, aircraft parking, and		
other objects	☐	☐

ADDITIONAL COMMENTS: _____

VI. LAND USE DRAWING

	Included		**Remarks**
	Yes	**No**	
Legend	☐	☐	
On-Airport Land Use (exist & ult)	☐	☐	
Off-Airport Land Use (exist & ult) to at least 65 DNL Contour	☐	☐	
Public facilities	☐	☐	
Crop Restriction Lines	☐	☐	
Airport Property Lines	☐	☐	
Zoning Restrictions	☐	☐	

ADDITIONAL COMMENTS: _____

VII. AIRPORT PROPERTY MAP

	Included		**Remarks**
	Yes	**No**	
LEGEND	☐	☐	

DRAWING DETAILS

	Yes	**No**
Airport Features (exist & ult)	☐	☐
Property Line (fee)	☐	☐
Property Interest Areas (ease)	☐	☐
Tract Boundary Line with Identification number	☐	☐

DATA TABLE

	Yes	**No**
Tract Identification Number	☐	☐
Date of Acquisition	☐	☐
Type of Acquisition Indicated	☐	☐
Federal Aid Project Number	☐	☐
Property Interest (fee or ease)	☐	☐
Acreage	☐	☐

ADDITIONAL COMMENTS: _____

VIII. AIRPORT DEPARTURE SURFACES
40:1 for Instrument Procedure Runways
62.5:1 for Commercial Service Runways

	Included		**Remarks**
	Yes	**No**	

PLAN VIEW (Existing & Ultimate)
  (out to *10200'* beyond Runway threshold for 40:1)
  (out to 50000' beyond Runway threshold for 62.5:1)

	Yes	No
Scale (1" = 1000' for 40:1/ 1"=2000' for 62.5:1)	☐	☐
Property Line	☐	☐
Objects Identified by Number	☐	☐
Runway End Number and Elevation	☐	☐
Ground Contours (light lines)	☐	☐

PROFILE VIEW

	Yes	No
Scale (1" = 100'V for 40:1, 1"=100' for 62.5:1)	☐	☐
Terrain Along Extended Centerline of Runway	☐	☐
Significant Objects	☐	☐
Objects Identified by Number (same as used on plan view)	☐	☐
Cross-Section of Roads & Railroads	☐	☐

OBSTRUCTION TABLE

	Yes	No
Separate Table for each Departure Surface	☐	☐
Object Identification Number	☐	☐
Description of Object	☐	☐
Object Elevation	☐	☐
Amount of Penetrations	☐	☐
Disposition of Object	☐	☐

ADDITIONAL COMMENTS: _____